

REPUBLIC OF KENYA



MINISTRY OF DEVOLUTION AND ASAL
STATE DEPARTMENT FOR DEVOLUTION

Fax No: 2217869
Telephone: Nairobi +254-202250645
Web: <http://www.devolutionasals.go.ke>
E-mail: ps@devolution.go.ke

Telposta Towers
Kenyatta Avenue
P.O Box 30004-00100
NAIROBI

MODP/DD/FIN/44(17)

28th January, 2020

TO ALL BIDDERS

CLARIFICATION ON TENDERS MODA/SDD/OT/RFP/01-08/2019-2020

The State Department for Devolution has issued the following Addendum to the tenders advertised on 14th January, 2020 arising from queries/clarifications sought by some bidders on Terms of Reference for some of the tenders.

S.N	QUESTION	RESPONSE FROM THE MINISTRY OF DEVOLUTION AND ASALS, STATE DEPARTMENT FOR DEVOLUTION
	TENDERS: MODA/SDD/OT/RFP/04/2019-2020 MODA/SDD/OT/RFP/05/2019-2020 MODA/SDD/OT/RFP/06/2019-2020 MODA/SDD/OT/RFP/07/2019-2020 MODA/SDD/OT/RFP/08/2019-2020	
1	Tenders have been marked eligible for Consultancy Firms/ however the TORs make reference to Individual Consultants all through/	Reference to Individual Consultants is changed to read Consultancy Firms
2	The TORs do not outline the required Key Support Experts/ their Experience/ as well their clear evaluation criterion	<ul style="list-style-type: none"> In reference to “Value for Money Audit Consultancy”, a firm shall be required to additionally have, but not limited to experts in the following fields, Engineers, Valuers, Quantity Surveyors, and Architects, who are registered with the relevant professional bodies In reference to “Consultancy Services for Assessing and Identifying Gaps in County Revenue Collection and Administration” the Lead Team shall include Financial Experts and Economists In reference to “Community Participation”, the lead team shall have the stated minimum qualifications and any other relevant degree. In reference to “Knowledge Management”, the lead team shall include at least a Master’s degree in Social Sciences. PhD will be an added advantage The evaluation criterion is clearly provided,
3	The TORs do not outline the duration of each consultancy or the number of expert input day	<ul style="list-style-type: none"> In the timeline, the word “with” is changed to read “within” The assignment for Value for Money Audit shall

		<p>be for a period of 120 days</p> <ul style="list-style-type: none"> The duration for the assignment of Consultancy Services for Assessing and Identifying Gaps in County Revenue Collection and Administration shall be 120 days Duration for the consultancy on 'knowledge management' is FY 2019/20 up to FY 2020/21
TENDER MODA/SDD/OT/RFP/01/2019-2020: CONSULTANCY SERVICES FOR DIRECT COUNTY TECHNICAL ASSISTANCE		
4	What entails monitoring and Evaluation, county planning, how many progress reports are required?	<ul style="list-style-type: none"> Monitoring and Evaluation, Progress Reports and County Planning specifics will be determined by specific County on a need/demand basis given the nature of the 'Technical Assistance' assignment. County demands and needs are not standard.
5	Clarify whether the contract duration is 2 or 3 years	<ul style="list-style-type: none"> The contract duration is two (2) financial years covering FY 2019/20 through to FY 2020/21. County demands/needs will determine the workload of the Technical Assistance required.
6	What are the county clusters indicated in the document?	<ul style="list-style-type: none"> Counties are clustered into regions according to the geographical proximity. These regions are: Central, North Rift, South Rift, Eastern North Eastern, Western, Nyanza, Nairobi Metropolitan, and Coast. Qualified consultants will however form a pool of experts to be engaged across the regions depending on the county needs/demands.
7	What are the key activities to be undertaken by the individual consultant in each result area?	<ul style="list-style-type: none"> The key activities to be undertaken by the individual consultant depends on the county demands/need based on their capacity gap within the specific KRA
8	Is audited accounts for the last three years part of the evaluation criteria?	<ul style="list-style-type: none"> Audited accounts for the last three years are not part of the mandatory requirements. The mandatory requirements are as indicated under Section 4.1 (a-i) and therefore the consultant must meet all these requirements to qualify for technical evaluation.
9	What are the working modalities of the individual consultants – Part time, need basis or on periodic basis? Who will they report to?	<ul style="list-style-type: none"> The individual Consultant will work on a need basis and will technically report to the KDSP Program Coordinator and administratively to the Director Technical Assistance at the State Department for Devolution.
TENDER MODA/SDD/OT/RFP/05/2019-2020: CONSULTANCY SERVICES FOR ASSESSING AND IDENTIFYING GAPS IN COUNTY REVENUE COLLECTION AND ADMINISTRATION		
10.	The terms of Reference and the assignment objectives therein are not in agreement with the subject.	Revised ToRs for Tender No.5 is uploaded on the website.

The new date for closing/opening of the tenders will be **Tuesday 11th February, 2020** at **10.00 a.m.** at the State department for Devolution offices located at Teleposta Towers 6th Floor boardroom.

All other details of the tender including tender description & tender number, terms and conditions of the tender remain the same as per the uploaded advert.

Alfonso Munyali

For: PRINCIPAL SECRETARY